

Middle East Region Civil Air Patrol

Commanders Update Briefing 13 May 2015



Col John Knowles
MER/CC



MER Staff Briefing



- HC – Chaplain
- HO – Historian
- IG – Inspector General
- JA – Legal
- PA – Public Affairs
- SE – Safety
- A1 – Personnel/Admin
- A3 – Operations
- A4 – Logistics
- A6 – Communications
- A7 / A7E – Mission Support /
Aerospace Education
- A7O – Cadet Programs
- A7P – Professional Development
- A9 – Finance



MER/HC

Lt Col Greg Hill



Top Accomplishments this Period

- April 2015
- Continued push for Chaplain Corps Regional Staff College attendance (as of 9 May 15: Chaplains-13; CDIs-2).
- Finalized plans for and published OpPlan for CCRSC.
- Continue processing applications for Chaplains and CDIs.

Top Goals next Period

- May 2015
- Conduct and evaluate CCRSC.
- Wing Commanders and Wing Chaplains urgently recruit CDIs as new CAPR 265-1 has been published.
- Wing Chaplains encourage HC/CDIs to update new electronic reporting format monthly.

Risks / Problems

- Lack of urgency to recruit CDIs.
- Chaplaincy coverage for summer encampments and other Regional training events.
- Chaplaincy personnel not maintaining weekly or monthly updates to electronic reporting system.

Assistance Needed

- Wing Commanders strongly urge the recruitment of CDIs.
- TOP 3 GOALS: Conduct CCRSC with a maximum number of HC and CDIs; Each Squadron in MER have an assigned CDI or Chaplain by 1 Jan 2016; 100% reporting of HC/CDIs on semi-annual electronic reporting.



MER/HO

Maj Joseph Myers



<i>Top Accomplishments this Period</i>	<i>Top 3 Goals for 2015</i>
<ol style="list-style-type: none">1. Completed the MER Annual History report for 2014.	<ol style="list-style-type: none">1. Promote Professional Development for Historians across the region, such as a Continuing Education course for collections management for CAP Historians. (<i>this course is currently being developed by TSgt Louis Toms with assistance from the MER HO</i>)2. Promote the flow of feedback and ideas across the Region.3. Plan and execute a Region Historian's conference.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Lack of understanding of the Historian's function• Lack of information	<ul style="list-style-type: none">• Encourage reporting of events at all levels.



MER/IG

Maj Cheryl Fielitz-Scarbrough



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none"><input type="checkbox"/> Complaint resolution status is up to date.<input type="checkbox"/> SUI's being completed in each wing.<input type="checkbox"/> Inspection of Ramstein and Spangdahlem Squadrons in Germany.<input type="checkbox"/> IG page on MER website updated<input type="checkbox"/> Received a couple more applications for IGSC.<input type="checkbox"/> Attending NSC.<input type="checkbox"/> Directing the RCLS – South at Seymour Johnson.	<ul style="list-style-type: none"><input type="checkbox"/> Classwork preparation for IGSC and Smart Vault.<input type="checkbox"/> Wing IGs set budget for 2015-16.<input type="checkbox"/> Better use of Commendable rating in the SUI final report.<input type="checkbox"/> RCLS - organized
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none"><input type="checkbox"/> Need 12 members for the IGSC or it will be cancelled.<input type="checkbox"/> Deadline moved to 1 May in hopes of getting 3 or 4 more to fill the course.	<ul style="list-style-type: none"><input type="checkbox"/> It would be of great assistance if 2 members from each wing in MER would be in attendance for the <u>IGSC</u>.<input type="checkbox"/> If members could get financial assistance from their units or wings to attend the IGSC and / or IG Summit.



MER/JA

Lt Col Corrigan



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Provided counsel to the MER CC as requested• Provided additional legal counsel to the VAWG CC in the absence of an assigned Wing JA• Constructed and published MER JA Webpage (Kudos to Maj Phillips, DJA)• Obtained mer.cap.gov email addresses and increased usage of that domain for MER business<ul style="list-style-type: none">• MER_JA@mer.cap.gov reaches all assigned MER JAs simultaneously• Kudos to Capt Newman for his expertise and assistance• Conducted the first of a quarterly MER JA office teleconference	<ul style="list-style-type: none">• Timely, accurate and practical legal advice to the MER CC, Region Staff members and subordinate Wing officials. METRIC:<ul style="list-style-type: none">• Informal assessment of client satisfaction• Formal assessment of written client comments<ul style="list-style-type: none">• See Client Satisfaction Survey on MER JA Webpage• Address common legal issue processes and develop written guidance. METRIC: Publishing Best Practice Notes on MER JA Webpage:<ul style="list-style-type: none">• Adverse Membership Action Board Report Format & Content• Process for appointment of new JAs• Contract review processes• Increase interaction among all Region & Wing JAs. METRIC:<ul style="list-style-type: none">• Conduct Quarterly MER JA teleconferences• Conduct two MER JA teleconferences with MER Wing JAs per year• Conduct CAP related Continuing Legal Education that attorneys are able to submit to their respective State Bars for credit
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• None	<ul style="list-style-type: none">• VA Wing is seeking a Wing JA



MER/PA

Maj Brenda Reed



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">Achieved 100% in MER wing Public Affairs Annual Plans and Crisis Communications Plans submitted to NHQ PA 4/15 UPDATE TO 2015 GOALS → → → <ol style="list-style-type: none">Facebook/Twitter posts daily; weekly posts to blog. Stats show increased engagement/followers for allPAO work-group developing first module (difference between PAO and PIO?)Continued to respond as needed	<ul style="list-style-type: none">MER PAO on NHQ PA committee to develop template PA annual plan; review plans from other wings for project and help glean ideas for MER wing PAOs TOP THREE GOALS FOR 2015: <ol style="list-style-type: none">Daily online presence via social media.Create online PAO training materials.Mentor PAOs as requested through one-on-one counseling and/or PAO academies.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
	<ul style="list-style-type: none">Summer activities: need details for RCLS, other MER events to respond to questions coming in on social media and to help market events



MER/SE

Maj. Guy Butts



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period:</i>
<ul style="list-style-type: none">❖ Paul W Turner Award nomination for WV Wing 2015❖ Paul W Turner Award nomination for Maj. Brian Shatzer❖ NatCAP Wing 100% Squadron participation 2015 Safety Blitz❖ MD Wing 100% Squadron participation 2015 Safety Blitz❖ VA Wing 79% Squadron participation 2015 Safety Blitz❖ Attended VA Wing Conference Richmond VA❖ Attended NAT CAP Wing Conference Joint Base Andrews	<ul style="list-style-type: none">➤ 2015 Safety Blitz Data Compilation for:➤ DE Wing➤ WV Wing➤ NC Wing➤ SC Wing➤ MER Safety Participation with 2015 GSAR Col. Glass and myself Ft. Pickett➤ Participate with VA Wing Cadet Encampment June 24 2015 Ft. Pickett
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">▪ Cadet personal injury most frequent mishap▪ Additional Cadet Safety Officers	<ul style="list-style-type: none">✓ Utilization of online Hazard Reporting✓ DE, WV, NC, SC Safety Blitz 2015✓ Provide a strong Risk Management Program for ES activities and Cadet Summer 2015 Encampments✓



MER/A1

Lt Col Dave Friedenber



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• From 1 March 2015 to 30 April 15:• Promotions processed – 5• Awards Processed – 3 End of tour awards for DEWG and EOY awards were finalized during March.• Attended DEWG and VAWG conferences during this time frame.• Attended funeral of Major Ralph Driver of the Anderson Composite Squadron, SCWG.	<ul style="list-style-type: none">• To continue processing awards and promotions as they arrive.• Seeking my replacement for this position
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• There are currently no risks or problems.	<ul style="list-style-type: none">• Command section assistance in seeking my replacement to be effective 16 June 2015.



MER/DO

Lt Col Langley / Rick Stuart



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Constant monitoring and coordination of budgets for: Emergency services Air Force training, Cadet orientation and Proficiency flying for all seven wings• MERSAR preparation for the 24th anniversary edition of MERSAR. 360 personnel expected from all 7 wings and TN.• All a/c, ground and human assets entered into WMIRS 2.0 and all staff prepped and ready to receive members at Ft Pickett starting tomorrow.• Review and assist wing DO Counterparts daily as needed.	<ul style="list-style-type: none">• Recover from, and wrap up MERSAR 2015• Initiate after action review of MERSAR 2015• Do same as we did last year and prep For MERSAR 2016 while info and after action items are still fresh in our minds.• Heighten monitoring of CAP-USAF training budgets and make monthly adjustments as needed to maintain training funds for all wings as required to accomplish the mission and maintain readiness.• Planning and execution of Stan Eval IPC (Instrument proficiency clinics)• Review and assist wing DO Counterparts daily as needed.
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Constant monitoring of AIR and Ground ops both MERSAR related and not for safety issues and trends	<ul style="list-style-type: none">• Lots of assistance needed at MERSAR this weekend. Hope to see everyone there.



MER/A4

Lt Col David Oldham



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• The LGT, Lt Col Richardson, works very diligently each month getting the vehicle mileage reported on time. He's always on top of the situation.• Thank you very much for your assistance in keeping MER equipment accounted for.	<ul style="list-style-type: none">• There are new laptops coming in. I don't know how many yet, as they have not been delivered. I would presume three or four, but that is just a guess.
<i>Risks / Problems</i>	<i>Assistance Needed</i>



MER/A6

Lt Col Maurice Thomas



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• 2015 Constant Watch Exercise Participation• Continued direct support of NHQ-NTC• Deployment of National Communications Training Program• Increasing Participation in NTN by all wings• 2015 NESA School scheduled• 2015 MER-SAR College six students• Old web/e-mail accounts closed out	<ul style="list-style-type: none">• Wing Communications Plans review• Forward looking assessment of needed repair and replacement cycles• National Traffic Net integration with Command• Reduce delivery times and improve accuracy of in-net messages• MER-SAR College and CW15 AAR Assessment• Be “value-added” asset to wings• Rollout of OwnCloud file sharing to staff
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Recruit new technical talent volunteers• ROS of “live” and irreplaceable assets• Responsiveness to the “customer” for communications services• Reminder: “Intercom” messages are for widest dissemination	<ul style="list-style-type: none">• BE AWARE of the need to develop new technical talent• Minimize the loss of irreplaceable assets• Planning assistance to the wings• Active feedback from DO and CC – focus on command concerns



MER/A7 & A7E Col Trick



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Continue to work with Wing PD, CP, AE• DCS CP attended 3 Wing conferences• A7 Attended VAWG conf• RCLS Directors Selected	<ul style="list-style-type: none">• Appoint AE and PD Staff<ul style="list-style-type: none">• DCS AE, Internal AEO• Conduct AEO School• Encourage use of STEM kits<ul style="list-style-type: none">• - new topics coming soon• Further Identify Staff for RSC and RCLS• Have All MER Staff Complete new CPPT
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• None	<ul style="list-style-type: none">• Complete the new CPPT



DCS/CP (A7O) Lt Col Dan Brodsky



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">Selected Majs Ivan & Cheryl Scarbrough as CLS South co-directors<ul style="list-style-type: none">I am serving as CLS North directorAttended VAWG conference, gave presentation on new NCC rules	<ul style="list-style-type: none">Modify NCC intro materials based on feedback from conference, publish to all wings
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">Our usual classroom location at Langley AFB will be out of commission; working with AF to find new location	<ul style="list-style-type: none">RCLS staff still needed, particularly cadet instructors



MER/A7P Col Trick



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">Continue to work with Wing PDs	<ul style="list-style-type: none">Conduct RSCGet more folks to Level VHave members attend NSCHave MER Staff Complete New CPPT
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">None	



MER/FM

Lt Col Phyllis Griffin



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Completed bank reconciliations for March & April• Processed all requests for payment/deposits• Processed monthly credit card bill• Ordered credit card for Flight Academy• Assisted with budgets for MER activities• Processed refunds for RSC• Learned to process our PayPal account	<ul style="list-style-type: none">• Serve as Finance Officer for SAR College• Serve as Finance/Admin for HGA• Process all requests for payment/deposits• Reconcile bank accounts• Process credit card bill
<i>Risks / Problems</i>	<i>Assistance Needed</i>
None	<ul style="list-style-type: none">• None



MER Command Staff Briefing



- Chief Of Staff
- Vice Commander East
- Vice Commander West
- Region Commander



MER/CS

Col Eugene Egry



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Attended VAWG Conference	<ul style="list-style-type: none">• MER Wing Commander's Call 18 MAY• MERSAR• Select new A1, A5, A7, A7E, A7EI, A7EX
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">• Overdue "top 3" goals from MER Staff• Roll-out ownCloud to all MER Staff Members – self service	<ul style="list-style-type: none">• Need help finding new A1, A5, A7, A7E, A7EI, A7EX



13 May 15

MER/CV-E
Col Jerry Weiss



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<ul style="list-style-type: none">• Represented National Commander at a JROTC Worldwide Kick Off Event• Completed the MER OTY Awards• Attended the VAWG Conference	<ul style="list-style-type: none">• Identify and have Vendor make FY14 OTY Awards• Finalize 2016 MER Conference Location• MER SAR College• Work with CAP-USAF to plan, conduct and evaluate Joint OPS EVAL (NC,VA,WV)• Brief NGB J7 – UAV Escorts• Meet with VA TAG• Work new Aircraft assignments• Visit Tri-Wing and VA Wings Encampments
<i>Risks / Problems</i>	<i>Assistance Needed</i>
	<ul style="list-style-type: none">• FY15 – Tng Budget thru FY• FY16 Training Plan• FY16 ATP (Strategic Plan)



Vice Commander – West Col Dennis Barron



<i>Top Accomplishments this Period</i>	<i>Top Goals next Period</i>
<p>Assisted with the WV Wing C.I. Inspection; Highly Successful Rating Achieved by the Wing</p> <p>Assisting with the planning of the WV Wing Summer Encampment – June 19 - 27</p>	<p>Attend the Congressional Medal Ceremony for the WV Wing on May 30th</p> <p>Attend the National Conference</p>
<i>Risks / Problems</i>	<i>Assistance Needed</i>
<ul style="list-style-type: none">Will be out of the Region from June 6 to June 16	<p>None at this time!</p>



MER/CC

Col John Knowles



- **Staff Plays a Vital Role In EVERYTHING we do in the MER**
- **Must “Do’s” for Staff**
 - **“Meet” with your Wing Counterparts**
 - **Input to your Chain of Command**
 - **Meet Deadlines – Make Others Aware of the Deadlines**
 - **Attend Staff Meetings**
 - **Submit CUB slides**
- **You are the SME for the Region**
- **Set Goals - ATP**
- **Keep Your Commander Out of Trouble**
- **2016 – Separate MER Conference – Plan Today!**